

PARKS, PROPERTIES & STREETS COMMITTEE MEETING MINUTES
WEDNESDAY, JANUARY 7, 2015
SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD

The January 7, 2015 meeting of the Parks, Properties and Streets Committee was called to order by Committee Chair Dave Lienau at 2:25 P.M.

Present: Committee Chair Dave Lienau and members John Clove and Scott Baker. Sharon Doersching appeared by phone.

Staff Members: Village Administrator Zeke Jackson, Facilities Manager Steve Mann, and Assistant Administrator Janal Suppanz.

Others: Jeff Bakke, Lou Pasquesi, Jim Hirschmiller, Joe Felhofer and Gerry Knudson.

Comments, correspondence and concerns from the public:

Lienau noted that an e-mail which had been received from Lou Pasquesi had been included in the meeting packets. Pasquesi was present and noted that he resides on Scandia Road. Lately he has noticed that vehicles are traveling between 45 and 50 MPH on Scandia Road, which raises a number of safety concerns. He and his neighbors believe installation of a couple more stop signs on Scandia Road would eliminate this problem. They are suggesting that a stop sign be installed at the intersection of Woodcrest Road and Scandia Road, and that another sign be installed at the intersection of Scandia Road and Birchwood Drive. It was the consensus that this issue should be addressed at the next meeting of the Parks, Properties & Streets Committee.

Approval of minutes as published:

A motion was made by Clove, seconded by Baker that the minutes for the November 5, 2014 meeting of the Parks, Properties & Street Committee be approved as presented. Motion carried – All ayes.

Approval of Agenda:

A motion was made by Clove, seconded by Baker that the Agenda for the January 7, 2015 meeting of the Parks Committee be approved as presented. Motion carried – All ayes.

Business Items:

Item No. 1. Update on projects:

A. Beach Project:

Jackson is still waiting for the confirmation letter from DNR officials regarding the Beach Project. He did contact them yesterday and will be doing some follow-up.

B. Helm's Lot:

The parcel located at 2362 Mill Road is being considered for 6(f) conversion, and the Parks Committee has recommended that a parking lot be created on it. Subsequent to that recommendation, the Wisconsin Department of Transportation's appraisal of the property came in higher than anticipated. The D.O.T. has a limited amount of funds, and officials from that agency have requested that the Village consider making parking improvements on approximately $\frac{3}{4}$ of the property. The

1 D.O.T. would purchase the property from the Village, add restrictive covenants
2 which require that the parking areas must be for "recreational access", and then
3 turn the property back over to the Village. An applicable Resolution has been
4 approved by the Village Board. The D.O.T. will be using the parking lot at 2362
5 Mill Road as a staging area when work is done on the Bay Shore Drive
6 Reconstruction Project.

7
8 The Finance Committee recommended that the balance of the property at 2362
9 Mill Road which was not purchased by the D.O.T. for 6(f) conversion, be sold. Any
10 development on that property was to be conditioned upon receipt of "the best
11 offer". Al and Tara Gokey have submitted an offer for \$15,000 cash and have also
12 offered to construct condominiumized restroom/changing room facilities and deed
13 them back to the Village at no cost. The restroom facilities would serve as the
14 restrooms for the Beach Expansion Project and will have a value of approximately
15 \$124,000. The offer is consistent with the appraised value of the property in
16 question, and the Gokeys intend to construct a commercial building on the
17 property. The Village Board authorized the sale of the land to Al and Tara Gokey
18 for \$15,000, on the condition that condominiumized restroom/changing room
19 facilities which are approved by Village officials are also deeded back to the
20 Village at no cost. The property shall be conveyed to the Gokeys upon payment of
21 the \$15,000 and dedication of the condominiumized restroom facilities.

22
23 **C. Sledding Hill:**

24 Work will commence on the Sledding Hill Project as soon as work commences on
25 the Beach Project.

26
27 **Item No. 2. Update on activities at the TKH Ice Rink:**

28 "Sister Bay's Poppin' New Year's Eve" was quite successful. The event was well attended
29 and a number of positive comments were heard.

30
31 A Broomball Captain's Meeting was conducted last night, and the first broomball game of
32 the season will be played tonight.

33
34 **Item No. 2. Discussion on approval of a plan from Robert E. Lee & Associates for parking
35 lot improvements on the old Helm's Lot:**

36 A surveying and engineering services proposal for the design of the proposed parking lot
37 on the old Helm's lot was included in the meeting packets and the Committee members
38 jointly reviewed that document.

39
40 *A motion was made by Baker, seconded by Clove that the Parks Committee accepts the*
41 *Engineering/Surveying Services Proposal dated December 26, 2014 which was received*
42 *from Robert E. Lee & Associates, as presented. Motion carried – All ayes.*

43
44 **Item No. 3. Discussion regarding drainage issues at the Dog Park:**

45 Representatives of the Dog Park group have asked that gravel be dumped in the drainage
46 ditch at the Dog Park as it is quite wet, but when Mann went out there he determined that
47 a number of logistical issues would have arisen if the gravel were installed. As soon as the
48 Dog Park dries out in spring a trench will be dug and a drainage tile installed at the Dog
49 Park in an attempt to alleviate some of the drainage issues which have been identified.

1 Jeff Bakke from the Dog Park Group suggested that the Dog Park be moved over to the
2 overflow boat parking area, and that boats be parked in the Dog Park, but several of the
3 Committee members noted that they do not believe this would be a workable or practical
4 solution.

5
6 **Item No. 4. Consider a motion to convene into Closed Session pursuant to Wis. Stats.,**
7 **§19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public**
8 **properties, the investment of public funds, or conducting of other specified public**
9 **business whenever competitive or bargaining reasons require a closed session:**

10 *At 3:15 P.M. a motion was made by Lienau, seconded by Clove that the Parks Committee*
11 *convene into Closed Session pursuant to Wis. Stats., §19.85(1)(e) for the purpose of*
12 *deliberating or negotiating the purchase of public properties, the investment of public*
13 *funds, or conducting of other specified public business whenever competitive or bargaining*
14 *reasons require a closed session. A roll call vote was taken on the motion, and the*
15 *Committee members voted in the following fashion:*

16
17 *Lienau – Aye; Clove – Aye; Baker – Aye; Doersching – Aye.*

18
19 *Motion carried.*

20
21 **Item No. 5. Consider a motion to reconvene into open session:**

22 *At 3:34 P.M. a motion was made by Lienau, seconded by Baker that the Parks Committee*
23 *reconvene into open session. Another roll call vote was taken, and the results of that vote*
24 *were as follows:*

25
26 *Lienau – Aye; Clove – Aye; Baker – Aye; Doersching – Aye.*

27
28 *Motion carried.*

29
30 **Item No. 6. Consider a motion to take action, if required:**

31 *No formal action was taken.*

32
33 **Item No. 7. Report from Steve Mann on activities:**

34 *Mann gave an oral report regarding the following issues:*

- 35
 - Six Christmas trees were picked up during the first round of Christmas tree pick-
36 ups.
 - Due to the fact that changes were made to the Village's Personnel Manual, the day
37 after Thanksgiving is now a paid holiday. If any Village employees have to come in
38 on that Friday to turn on lights and decorations they will be paid double-time.

39
40
41
42 *Discussion took place regarding this issue and it was the consensus that from now*
43 *on all the Village's holiday decorations and lights, except for those which are placed*
44 *in what is commonly referred to as Hendrickson Park, shall be turned on the*
45 *Monday before Thanksgiving.*

- 46
47
 - The new furnaces have been installed in the Maintenance Building. So far they
48 appear to be much more energy efficient and are working well.

- 1 • Five dump truck loads of wood have been split and delivered to the ice rink.
- 2
- 3 • Work has been ongoing on maintaining all the Village's equipment, with the
- 4 exception of the Jacobson Lawnmower as a hydraulic lift is required.
- 5
- 6 • The wood floor in the Village Hall will be refinished during the first week in March.
- 7
- 8 • There is still some "brushing" which needs to be done on Little Sister Road and
- 9 Sunset Drive. That work will be done ASAP.
- 10
- 11 • This winter the Parks Department employees will be constructing shelving for the
- 12 Storage Building and will be reorganizing it.
- 13

14 *Discussion took place regarding when the Village's Christmas decorations should be taken*
15 *down, and it was the consensus that the lights and decorations in the areas which will be*
16 *impacted by the line burial project shall be taken down ASAP, but as many of the*
17 *remaining lights as possible should be illuminated until at least mid-February.*

18
19 **Item No. 8. Discussion on other parks and streets activities:**

20 Jackson indicated that he didn't have anything further to report.

21
22 **Item No. 9. Discussion regarding matters to be placed on a future agenda or referred to a**
23 **committee, official or employee:**

24 *It was the consensus that the following issue shall be addressed at the next Parks*
25 *Committee Meeting:*

- 26 • *Discussion regarding Lou Pasquesi's request to have two stop signs erected on*
27 *Scandia Road.*

28
29 **Adjournment:**

30 *A motion was made by Clove, seconded by Baker to adjourn the meeting of the Parks*
31 *Committee at 3:41 P.M. Motion carried – All ayes.*

32
33 Respectfully submitted,

34 

35 Janal Suppanz,
36 Administrative Assistant